

Textile Sector Skill Council

14H, 14th Floor, Hansalaya Building, 15, Barakhamba Road, New Delhi – 110001

Website: <https://texskill.in/>

Web Advertisement

6th January 2020

Textile Sector Skill Council (TSC), is an industry driven non-profit organization, set up under the aegis of National Skill Development Corporation (NSDC) and governed by 14 major textile industry associations & export promotion councils and has representatives from Textile Research Associations and NSDC on its board. TSC got its certification of incorporation on 22nd August, 2014. TSC is committed to develop world class skilled manpower for all segments of textile manufacturing starting from spinning to fabric finishing which include organized mill sector, power loom industry and handlooms.

Textile Sector Skill Council is currently inviting applications for the following position purely on Contract basis:

S. No.	Name of the Post	No. of Vacancies	Educational Qualifications	Experience Required
1.	Project Coordinator (DIC)	01	<ul style="list-style-type: none">▪ Bachelor's degree (B.E/B.Tech) in Textile Technology/ Textile Chemistry/Textile Engineering□ Good academic record from a recognized and reputed university/institution.□ Excellent written and verbal communication in English.	<ul style="list-style-type: none">□ 1+ years of shop floor (Production) experience in Spinning/Weaving/Knitting/Processing Textile Mill□ Desirable: experience in teaching, research, publication, academics, report submitting, curriculum and content development and related field□ Technical certification/ experience in Dobby/ Jacquard designing is a plus□ Hands-on experience with MS Office packages such as Word, Power point, Publisher, etc.

The position is purely on contract appointment basis for one year, extendable up to project duration and on consolidated salaries.

The **place of posting** shall be in New Delhi, but transferable to project locations as per requirements.

LAST DATE FOR RECEIPT OF APPLICATIONS: 06th February, 2021

Details of the Post - Project Coordinator

Job Title:	Project Coordinator	Job Category:	Contract Basis – Consolidated Salary
Project:	Awareness building and training to designers/ weavers/ artisans on DigiBunai™ CAD software	Travel Required:	Yes
Location:	New Delhi	Position Type:	Full Time
No of Post:	01	Pay:	Rs. 25,000/ Month

Qualifications and Experiences

- Bachelor's degree (B.E/B.Tech) in Textile Technology/ Textile Chemistry/Textile Engineering
- Minimum 1+ years of shop floor (Production) experience in Spinning/Weaving/Knitting/Processing Textile Mill
- Technical certification/ experience in Dobby/ Jacquard designing is a plus
- Experience in Technical content writing is a plus
- Good academic record from a recognized and reputed university/institution
- Excellent written and verbal communication in English
- Hands-on experience with MS Office packages such as Word, Power point, Publisher, etc.

Role and Responsibilities

- Coordinate and contribute in awareness building workshop
- Interact with the stakeholders to implement the project with approved timelines
- Monitor and report the project progress, Training of Trainers, Training of Assessors
- Handhold Training Partners in Registering on Skill India portal
- Develop/ Check the technical contents for the training
- Collect and analyze the feedback from the trainees, stake holders, etc. about DigiBunai™ CAD software
- Responsible for writing, editing and proof reading of content such as title, descriptions, caption of articles, blogs, features, instructions and coordination/planning associated with curating, creating, scheduling, and distributing content for awareness workshop, training, etc. report writing coordination with various stakeholders etc. and related tasks

Desired Skill Set:

- Excellent written and verbal communication skills
- Report writing skills
- Good coordination and planning skills
- Content writing skills
- Ability to work in a team

General Conditions applicable to all applicants covered under this advertisement:

1. The candidate should clearly mention the post and state clearly on the envelope / email of the application
2. Textile Sector Skill Council reserves the c o m p l e t e right to fill the positions advertised without assigning any reason as it deems fit.
3. Textile Sector Skill Council reserves the right to fix threshold of standards for screening.
4. The position is purely temporary in nature for the project and the appointee shall not derive any right or claim for permanent appointment at Textile Sector Skill Council.
5. Textile Sector Skill Council reserves the right to terminate the appointment with a notice of one month.
6. No TA/DA will be paid to the Local/Outstation candidates for attending the interview.

Guidelines for Submission of Application for all the applicants:

- a. Interested candidates who fulfill the necessary requirements may **download the application** form from _____, and apply in the prescribed format and manner along with copies of certificates (regarding proof of age, qualification, experience, etc.) and submit / send the same in a sealed envelope, super scribing the envelope:

“Application for the post of Project Coordinator (DIC)”, to reach the undersigned on or before the closing date of receipt of application.

**Address for Submission of Application
Director (Curriculum & Training)
Textile Sector Skill Council,
14H, 14th Floor, Hansalaya Building,
15, Barakhamba Road,
New Delhi - 110 001**

- b. An advance copy of the application can also be submitted through email along with the scanned copy of the application in the prescribed format along with the copies of the certificates (regarding proof of age, qualification, experience, etc.) to the following Email – director@texskill.in with cc to raja@texskill.in and vijay@texskill.in

The Subject of the email should clearly mention **“Application for the post of Project Coordinator-DIC”**

LAST DATE FOR RECEIPT OF APPLICATIONS: 22nd January, 2021

Applications should be submitted in the prescribed format ONLY. Incomplete applications or Applications without the requisite information asked for / without signature / without photograph / without copies of certificates / without proof of experience and applications received after the due date shall not be considered.

**Director (Curriculum & Training)
Textile Sector Skill Council**